

**Village of Hamilton
Board of Trustees
Special Meeting June 20, 2012
8:00 a. m. Village Office**

APPROVED MINUTES

Present: Mayor Margaret Miller; Trustees: Russell Lura, Sam Cooper, Dominick Pangallo, and Debbie Kliman; Administrator Sean Graham; Treasurer Mary Ann Henderson; MUC President John Basher

Public Present: None

The meeting was called to order at 8:07am.

Public Comment: None

Trustee Assignments: The Mayor told the Trustees that they will keep the same assignments for the upcoming year 2012-2013 that they had last year 2011-2012.

Boards & Commissions: The Mayor asked the Trustees to ask members of the different Boards & Commissions, whose terms are up, if they would like to renew. If not, the Mayor would like the Trustee liaisons to make recommendations for new members. Planning Board member Ben Barrett has turned in his resignation. Corey Landstrom, on the Zoning Board of Appeals, will be moving soon and will need a replacement.

Office Staff: Mayor Miller stated interviews took place for a new staff member on June 14, 2012. References are being contacted now.

211 Waiver: Chief Gifford was granted his 211 waiver through June 2013. He is not back to work full-time. Chief Gifford has been interviewing candidates for a new full-time officer position. They are currently waiting to get the Sergeant's test list to promote from within.

Legal Services Agreement: Administrator Graham discussed the draft agreement from Attorney Jim Stokes. He also reported a team from the PSC came to Hamilton to tour the possible gas line route. Trustee Lura requested the blanks in section 3 be changed to read \$337,000.00 and the blanks in section 6 be changed to read 24 months in the draft agreement.

**Resolution #94-2012
2012 Natural Gas Consultant**

WHEREAS, the Board of Trustees of the Village of Hamilton has held the mandatory public referendum to determine the public's interest in creating a Municipally Owned and Operated Natural Gas Utility, and

WHEREAS, after tallying the public vote it was determined that creating a Municipally Owned and Operated Natural Gas Utility was in the best interest of the Village, and

WHEREAS, the Board of Trustees of the Village of Hamilton has recognized the need for professional consultants to guide the Village through the permitting process,

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Village of Hamilton authorizes the Mayor to execute the attached agreement between the Village of Hamilton and Read Laniado, LLC, for services as stated in or attached to the Services Agreement.

Motion by Trustee Lura, seconded by Trustee Kliman and unanimously carried.
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There was a discussion regarding hiring a temporary part-time Clerk-of the-Works to help Administrator Graham with the gas project. A resolution is needed to determine what will be needed to ban for. A bond anticipation note will be issued. Trustee Lura would like a scope of services agreement and costs from both Kevin Brocks and Jim Stokes so we are clear as to who is doing what for the Village.

Symphony Syracuse: The confidentiality clause was stricken from the contract and initialed by Administrator Graham and Trustee Kliman.

**Resolution #95-2012
Symphony Syracuse**

WHEREAS, the Board of Trustees of the Village of Hamilton has successfully hosted the annual Symphony on the Green for the last several years, and

WHEREAS, the Board of Trustees of the Village of Hamilton has solicited and received a contract from Symphony Syracuse to perform said concert on Thursday, July 12th, 2012, and

WHEREAS, the Symphony Syracuse agrees to perform at said event for a fee of fifteen thousand dollars (\$15,000.00), now

THEREFORE BE IT RESOLVED, that the Board of Trustees of the Village of Hamilton authorizes the Mayor to execute the attached agreement between the Village of Hamilton and Symphony Syracuse for services as stated in Contract 015 between Symphony Syracuse and the Village of Hamilton, and

BE IT FURTHER RESOLVED, that payment to Symphony Syracuse be made immediately after the conclusion of the performance.

Motion by Trustee Kliman, seconded by Trustee Cooper and carried.

Administrator Graham has contacted McFarland Johnson regarding the release of the property at the Airpark for a possible site for a new DPW building. For the archeological study a quote from SUNY Binghamton was \$40,000.00 and additional FAA coordination is \$30,000.00. Colgate is not certified to do the archeological study. This process will take 6-8 months. Other possible certified companies to check are Epsilon or Elan. The release will need to be done no matter what, so it might be better to do now, even if another site is decided on for the DPW. The Mayor is meeting with Colgate to discuss possible shared services with Colgate's new B&G Building. Trustee Lura asked if the consolidation of grants could be used with Colgate. Treasurer Henderson will check and report back.

Administrator Graham received an email from Attorney Jim Stokes regarding the Wendt annexation. A decision should be made by September.

**Resolution #96-2012
Office Assistant I**

WHEREAS, the Village of Hamilton Board of Trustees has accepted the resignation of Account Clerk Ms. Robin Maciag, and

WHEREAS, the Village of Hamilton Board of Trustees wishes to fill the position with the new Madison County Civil Service designation of Office Assistant; and

WHEREAS, The search committee, established by the Mayor of the Village of Hamilton, has interviewed three possible candidates from the list provided by the Madison County Civil Service; and

WHEREAS, the Search Committee has recommended that the Village of Hamilton Board of Trustees appoint Ms. Hollie Hudson to the position of Office Assistant, and

WHEREAS, the Search Committee also recommends that Ms. Hudson be placed on a probation period for not more than six months; now

THEREFORE BE IT RESOLVED that Ms. Hollie Hudson is hereby appointed to the position of Office Assistant; and be it further

RESOLVED that Ms. Hollie Hudson's hourly pay rate for 2012-13 will be \$12.02, effective July 16, 2012.

Motion by Trustee Kliman, seconded by Trustee Cooper and carried. Trustee Cooper would like written recommendations in the future.

Hamilton Central School Playground: The playground at the school needs to be dismantled and they are asking for the Villages help removing the concrete. It would be a good shared services project.

Code Enforcement Officer: CEO McGinnis was contacted by the Village of Earlville to possibly work for them on a part-time basis. Administrator Graham spoke with Trustee Moore from Earlville to find out exactly what they are requesting. Trustee Cooper and Trustee Kliman stated their concerns with this.

Capital Projects: The Trustees set a meeting for July 17, 2012, from 6-8pm, at the Village Office, to discuss capital projects, CNS Road, and Public Bathrooms.

Adjournment

There being no further business to come before the Board, Trustee Cooper made a **motion** to adjourn. The **motion** was seconded by Trustee Kliman and carried. The meeting was adjourned at 9:20 a.m.

Respectfully submitted,
Kim Taranto